

TODMORDEN TOWN COUNCIL

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11th October 2022

YOU ARE HEREBY SUMMONED to attend a meeting the Town Council on Wednesday 19th October 2022 at 7.30pm in the Council Chamber at Todmorden Town Hall.

N Crewe

**N Crewe
Town Clerk**

All Agenda, minutes and meeting papers will be found on www.todmorden-tc.gov.uk which should be checked for any updated Agenda related items.

All enquiries or requests to speak on an item on the Agenda should be received by the Town Clerk no later than Monday 17th October 2022 (townclerk@todmorden-tc.gov.uk) tel 07923257879.

COUNCIL MEMBERS

P Taylor	K White	D Skelton
S Martin	A Greenwood	P Ripley
A Hollis	L Needham	J Williams
L Levick	M Holmstedt	M Carrigan
M Taylor	The Revd. G Kent	L Thorpe (Mayor)
J Turner	S Press	Vacancy

AGENDA

A Minutes silence will be held at the beginning of this meeting to mark the passing of Cllr. Ruth Coleman -Taylor.

1. Apologies for Absence - Decision required

To receive and approve apologies for absence and reasons given to the Clerk prior to the meeting.

2. Declarations of Interests

To receive disclosures of personal and prejudicial interests from members on matters to be considered at the meeting. Officers are required to make a formal declaration about council contracts where the employee has a financial interest.

Note: Members must generally declare a disclosable pecuniary interest which he or she has in any item on the Agenda. A Member with a disclosable pecuniary interest may not participate in any discussion of the matter at the meeting and must not participate in any vote taken on the matter at the meeting. In addition, the Council's Standing Orders require a Member with a disclosable pecuniary interest to leave the room where the meeting is held while any discussion or voting takes place.

3. Public Participation – Information only

To adjourn the meeting to allow members of the public to make representation on the business of the agenda for the meeting.

Note: No resolutions can be under public participation

4. Exclusion of Press and Public - Public Bodies (admission to meetings act) 1960 - Decision required

To consider and confirm any agenda items that require the exclusion of the Press and Public in accordance with the Public Bodies (Admissions to Meetings) Act 1960 for matters appertaining to confidential or exempt information.

5. Minutes – Decision required

To approve the minutes of the Town Council meeting held on 13th July 2022.

6. Committee Minutes – Information only

To confirm the receipt of approved/draft committee minutes previously circulated and to receive them.

6a	Development Committee 20 th July 2022	
6b	Resources Committee 3 rd August 2022	
6c	Development Committee 17 th August	
6d	Climate Committee 31 st August 2022	Draft
6e	Resources Committee 7 th September 2022	Draft
6f	Development Committee 14 th September 2022	
6g	Development Committee 12 th October 2022	Draft

7. Financial Position – Information only

To receive a financial statement as of 7th October 2022.

7a	Financial Summary
7b	Balance Sheet
7c	Detailed Commitments and Budgets

8. Schedule of Payments – Decision required

To receive and approve a schedule of 83 payments made between 2nd July and the 7th October 2022 totaling £30,299.63.

9. Bank Reconciliation – Information only

To receive an update on the independent bank reconciliation has been completed.

10. Casual Vacancy – Stoodley Ward – Information only

To confirm that a casual vacancy for Stoodley Ward following the passing of Ruth Coleman- Taylor, formerly Town Councillor of Stoodley Ward.

11. Co-option – Stoodley Ward

To receive written applications for the office of Town Councillor for Stoodley Ward and to provide the opportunity for Applicants to speak to the Town Council about their desire to be a Town Councillor and for Town Council to Co-opt a candidate to fill the existing vacancy for Stoodley Ward.

12. Appointment to Committee – For Decision

To appoint the co-opted Town Councillor for Stoodley Ward to the Development Committee and Resources Committee.

13. Managing Absence Policy - Decision required

To receive a draft Policy for Managing absence for recommendation to Full Council for adoption.

14. Appraisal Process Review - Decision required

To review the amended appraisal Policy and supporting documents for recommendation to Full Council for adoption

15. Application for Designation of a Neighbourhood Plan Area for the Parish of Todmorden – Decision required

To receive a report from the Development Committee recommending that Todmorden Town Council make application for designation of a Neighbourhood plan area.

16. External Audit – Information only

To receive the external Audit report.

16a External Audit Report

16b Notice of Conclusion of Audit

17. Interim Audit Report- Information only

To receive the interim Audit Report.

18. Safer Cleaner Greener Representative – Decision required

To select a Member to be the Council representative on the Safer, Cleaner Greener group.

19. Parliamentary Constituency Boundaries – 2023 Review, Third & Final Consultation – Information only

To receive information on the Parliamentary Constituency Boundaries review.

20. Correspondence received – Information only

To receive and consider any items of correspondence.

21. Update Completed and Outstanding Work progress – Information only

To receive an update of project work outstanding and proposals for the handover of outstanding projects.

21a Outstanding projects/work relating to the Clerk

21b Completed projects/work completed relating to the Clerk

22. Items for a Future Agenda – Information only

23. Date of the next Town Council meeting

To note the date of the next Meeting of the Town Council will be the 16th November 2022 commencing at 7.30pm.